

**SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT
P.O. BOX 215, ETNA, OH 43018**

**BOARD MEETING MINUTES
JANUARY 3, 2022**

1. OPENING

The January 3, 2022, Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mrs. Carrelli at 4:00p.m. Mr. Kretzmann, Mr. Platte and Mr. Stepp were present at roll call. Also present were Josephine Carrelli, CJ Gilcher, Kathy Killen, and those members of the public who logged on to view remotely.

2. ADOPTION OF AGENDA

Mr. Platte made a motion, second by Mr. Kretzmann, to approve the agenda as presented. Upon roll call vote, all voted aye. Agenda adopted.

3. ELECTION OF OFFICERS

Mrs. Carrelli declared that all offices of the Southwest Licking Community Water and Sewer District were vacant pursuant to the District's By-Laws and that nominations for the President, Vice-President, Secretary, and Treasurer of the Board for the 2022 calendar year were necessary at this time.

Mrs. Carrelli asked for a nomination for President. Mr. Platte moved to nominate and elect Mr. Kretzmann for President. Mr. Stepp seconded the Motion. Upon roll call vote, all voted aye. Motion carried.

Mr. Kretzmann asked for a nomination for Vice-President. Mr. Stepp moved to nominate and elect Mr. Platte for Vice-President. Mr. Kretzmann seconded the Motion. Upon roll call vote, all voted aye. Motion carried.

Mr. Kretzmann asked for a nomination for Secretary. Mr. Platte moved to nominate and elect Mr. Stepp for Secretary. Mr. Kretzmann seconded the Motion. Upon roll call vote, all voted aye. Motion carried.

Mr. Kretzmann asked for a nomination for Treasurer. Mr. Platte moved to nominate and elect Mr. Kretzmann for Treasurer. Mr. Stepp seconded the Motion. Upon roll call vote, all voted aye. Motion carried.

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P.O.Box 215 Etna, Ohio 43018
69 Zellers Lane Pataskala, Ohio 43062
Phone (740)927-0410 Fax (740)927-4700

4. APPROVAL OF MINUTES

There were no minutes to approve at this meeting.

5. PAYMENT OF BILLS

Mr. Kretzmann moved to approve payment of the bills as presented. Mr. Stepp seconded. Upon roll call vote, all aye. Motion carried.

6. COMMUNICATIONS

There were no communications.

7. MEETING SCHEDULE FOR 2022

Mr. Kretzmann made a motion, second by Mr. Stepp to set the regular board meeting schedule for the second and last Thursday of each month at 4pm, with two exceptions. There will only be one regular meeting in January and that will occur on January 27, 2022 and the second meeting in November will be Tuesday, November 22, 2022 at 4pm due to the Thanksgiving holiday. Meetings will take place at the administration building on Zellers Ln. Upon roll call vote, all voted aye. Motion carried.

8. GENERAL MANAGER'S REPORT

RESOLUTION TO APPROVE EXPENDITURE APPROPRIATION FOR 2022:

Mrs. Killen presented a resolution for the Board's consideration and approval: She stated this includes the 5% increase for employee wages.

RESOLUTION:

Mr. Stepp made a motion, second by Mr. Kretzmann.

R 2022-001

BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT THAT TO PROVIDE FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF SAID BOARD OF TRUSTEES, DURING THE FISCAL YEAR, ENDING DECEMBER 31, 2022, FOLLOWING SUMS BE AND THE SAME ARE HEREBY SET ASIDE AND APPROPRIATED FOR THE SEVERAL PURPOSES FOR WHICH EXPENDITURES

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**ARE TO BE MADE FOR AND DURING SAID FISCAL YEAR, AS FOLLOWS, VIZ:
THAT THERE BE APPROPRIATED FROM THE ENTERPRISE FUND FOR THE
FOLLOWING EXPENSES:**

OPERATING	\$ 2,900,104.07
COLLECTIONS	\$ 1,112,504.12
CONSTRUCTION	\$ 759,004.31
ADMINISTRATIVE	\$ 1,518,015.07
DEBT PAYMENT	\$ 5,500,000.00
CAPITAL EXPENSE	\$ 1,300,000.00
TOTAL APPROPRIATIONS	\$13,089,627.57

THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THIS BOARD OF TRUSTEES, AND THAT ALL DELIBERATIONS OF THIS BOARD OF TRUSTEES AND OF ANY OF ITS COMMITTEES RESULTING IN SUCH FORMAL ACTION, WERE IN MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-001 WAS APPROVED.

RESOLUTION TO APPROVE DEPRECIATION APPROPRIATIONS FOR 2022:

Mrs. Killen presented a resolution for the Board's consideration and approval:

RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp.

R 2022-002

- 1. RESOLUTION TO APPROPRIATE \$3,900,000.00 FOR DEPRECIATION EXPENSE FOR THE FISCAL YEAR 2021 AND IN ACCORDANCE WITH THE AUDITOR'S RECOMMENDATION FOR COMPLIANCE WITH ANNUAL DEPRECIATION.**
- 2. THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THIS BOARD OF TRUSTEES, AND THAT ALL DELIBERATIONS OF THIS BOARD OF TRUSTEES AND OF ANY OF ITS COMMITTEES RESULTING IN SUCH FORMAL ACTION, WERE IN MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.**

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UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-002 WAS APPROVED.

RESOLUTION TO APPROPRIATE \$4,175,000.00 FOR THE GRANT RECEIVED FROM THE OHIO WATER AND WASTEWATER INFRASTRUCTURE GRANT PROGRAM FOR THE PATASKALA CORPORATE PARK AND SURROUNDING AREAS SANITARY SEWER PROJECT FOR THE FISCAL YEAR 2022.:

Mrs. Killen presented a resolution for the Board's consideration and approval:

RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp.

R 2022-003

RESOLUTION TO APPROPRIATE \$4,175,000.00 FOR THE GRANT RECEIVED FROM THE OHIO WATER AND WASTEWATER INFRASTRUCTURE GRANT PROGRAM FOR THE PATASKALA CORPORATE PARK AND SURROUNDING AREAS SANITARY SEWER PROJECT FOR THE FISCAL YEAR 2022.

THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THIS BOARD OF TRUSTEES, AND THAT ALL DELIBERATIONS OF THIS BOARD OF TRUSTEES AND OF ANY OF ITS COMMITTEES RESULTING IN SUCH FORMAL ACTION, WERE IN MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-003 WAS APPROVED.

9. OFFICE MANAGER'S REPORT

Mrs. Carrelli had nothing to present.

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10. ATTORNEY'S REPORT

There was no attorney report.

11. TRUSTEES' COMMENTS

Mr. Kretzmann stated he looks forward to 2022 and thanked everyone for all they did in 2021.

12. ADJOURNMENT

Mr. Platte made a motion, second by Mr. Stepp that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 4:10 p.m.

ATTEST: 

TRENT STEPP, SECRETARY

SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

ORGANIZATIONAL BOARD MEETING

January 3, 2022, 4:00pm (And streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE

**SWLCWSD
OFFICE REPORT
01/03/22**

1) Connection Fees Collected

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$1,475,649.52	\$1,748,566.72	\$693,098.50	\$1,135,495.70	\$637,879.93	\$836,095.74	\$3,302,569.87
Sewer	\$1,320,917.88	\$1,351,113.99	\$473,988.22	\$853,707.00	\$504,981.84	\$327,346.87	\$2,160,023.93
Total	\$2,796,567.40	\$3,099,680.71	\$1,167,086.72	\$1,989,202.70	\$1,142,861.77	\$1,163,442.61	\$5,462,593.80

2) Billing Charges

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$2,723,072.58	\$2,797,884.12	\$692,733.08	\$757,185.18	\$807,024.43	\$763,600.47	\$3,020,543.16
Sewer	\$6,085,751.09	\$6,246,711.20	\$1,556,968.03	\$1,693,913.31	\$1,695,684.28	\$1,649,492.05	\$6,596,057.67
Total	\$8,808,823.67	\$9,044,595.32	\$2,249,701.11	\$2,451,098.49	\$2,502,708.71	\$2,413,092.52	\$9,616,600.83

3) Capacity Fees

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$99,555.30	\$185,357.50	\$17,722.50	\$63,592.50	\$2,085.00	\$8,340.00	\$91,740.00
Sewer	\$109,980.30	\$196,337.50	\$14,247.50	\$60,117.50	\$1,390.00	\$8,340.00	\$84,095.00
Total	\$209,535.60	\$381,695.00	\$31,970.00	\$123,710.00	\$3,475.00	\$16,680.00	\$175,835.00

4) Assessment Revenue

	2019	2020	2021	Total 2021
1st Half	\$695,562.52	\$472,378.86	\$302,195.30	\$302,195.30
2nd Half	\$547,574.19	\$370,687.93	\$249,139.14	\$249,139.14
Total	\$1,243,136.71	\$843,066.79	\$551,334.44	\$551,334.44

Cash in Bank	As of 12/30/21	As of 12/29/20
	\$22,769,009.62	\$17,820,882.26
*Does not allow for future expenses		
Loan Payment Due 07/01/22	\$3,000,000.00	\$3,200,000.00
Balance Available	\$19,769,009.62	\$14,620,882.26